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Part X
Jointly financed administrative activities and special expenses

Section 29
Jointly financed administrative activities

(Programme 24 of the medium-term plan for the period 2002-2005)

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* The present document contains section 29 of the proposed programme budget for the biennium 2002-2003. The approved programme budget will subsequently be issued in final form as *Official Records of the General Assembly, Fifty-sixth Session, Supplement No. 6* (A/56/6/Rev.1).

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Part X
Jointly financed administrative activities and special expenses

Section 29
Jointly financed administrative activities

(Programme 24 of the medium-term plan for the period 2002-2005)

Overview

29.1 Provisions under this section cover the requirements of five administrative organizational units financed on an inter-agency basis. They are:

(a) The International Civil Service Commission and its secretariat;

(b) The Joint Inspection Unit and its secretariat;

(c) The secretariat of subsidiary machinery of the Administrative Committee on Coordination concerned with administrative and programme issues: the High-level Committee on Management and the High-level Committee on Programmes, as well as inter-agency activities related to the coordination of information and communication technology policy, which are presented in the present section as distinct components of the ACC activities.

29.2 With regard to the latter, it is noted that following a review process initiated by the Secretary-General in consultation with the executive heads of the other organizations of the United Nations common system, the Administrative Committee on Coordination, at its second regular session of 2000, decided to streamline its subsidiary machinery and to establish two high-level committees, namely, the High-level Committee on Management and the High-level Committee on Programmes, to enable it to concentrate on strategic issues affecting the future of the United Nations system. Work previously undertaken through the Consultative Committee on Programme and Operational Questions and the Consultative Committee on Administrative Questions is now carried out through these two high-level committees. Accordingly, the Consultative Committee on Programme and Operational Questions and the Consultative Committee on Administrative Questions were abolished. In the area of coordination of information and communication technology policy, guidance will be provided by the High-level Committee on Management, while the functions of the former Information Systems Coordination Committee will be carried out through a network of task forces and working groups.

29.3 Provisions for the five jointly financed components are made under the regular budget on a net basis and represent only the United Nations share in the related budgets. Nevertheless, the full budgets of the International Civil Service Commission and the Joint Inspection Unit are also presented to the General Assembly for its consideration and approval in accordance with the statutes of those two bodies. The comments of the Administrative Committee on Coordination on the budget proposals of the Joint Inspection Unit for the biennium 2002-2003, which are required by its statute, is contained in annex II to the present section.

29.4 The proposals for the regular budget appropriation made under this section reflect a decrease of $87,600 over the level approved for the biennium 2000-2001. This decrease is the net result of a reduction in the combined gross budgets of the jointly financed bodies and the change in the percentage share of the United Nations (including UNHCR and UNRWA), in accordance with the formula agreed upon by ACC.

29.5 The percentage distribution of regular budget resources under this section is as shown in table 29.1.

Table 29.1 **Percentage distribution of regular budget resources by component**

Component	*Regular budget*
A. International Civil Service Commission	56.7
B. Joint Inspection Unit	27.8
C. High-level Committee on Management of ACC	6.2
D. High-level Committee on Programmes of ACC	3.0
E. Information and communication technology policy coordination activities of ACC	6.3
Total	**100.0**

29.6 The regular budget resources under this section reflect a decrease of 1.0 per cent before recosting compared with the 2000-2001 revised appropriation.

Table 29.2 **Summary of resource requirements by component**

(Thousands of United States dollars)

Regular budget

Component	*1998-1999 expenditure*	*2000-2001 appropriation*	*Resource growth*		*Total before recosting*	*Recosting*	*2002-2003 estimate*
			Amount	*Percentage*			
A. International Civil Service Commission	3 699.3	4 479.3	46.6	1.0	4 525.9	247.7	4 773.6
B. Joint Inspection Unit	2 627.9	2 372.7	(149.8)	(6.3)	2 222.9	21.0	2 243.9
C. High-level Committee on Management	543.5	438.6	37.4	8.5	476.0	4.4	480.4
D. High-level Committee on Programmes	604.4	245.9	(15.6)	(6.3)	230.3	2.1	232.4
E. Information and communication technology policy coordination activities	427.7	484.0	(6.2)	(1.2)	477.8	4.7	482.5
Total	**7 902.8**	**8 020.5**	**(87.6)**	**(1.0)**	**7 932.9**	**279.9**	**8 212.8**

A. International Civil Service Commission

Regular budget resource requirements (before recosting): $4,525,900

29.7 By its resolution 3357 (XXIX) of 18 December 1974, the General Assembly established the International Civil Service Commission for the regulation and coordination of the conditions of service of the United Nations common system. Under its statute, the Commission is a subsidiary organ of the General Assembly. It performs its functions in respect of the United Nations and of those specialized agencies and other international organizations that participate in the United Nations common system. In the exercise of its functions, the Commission is guided by the principle set out in the agreements between the United Nations and the other organizations, aiming

at the development of a single unified international civil service through the application of common personnel standards, methods and arrangements. Under article 21, paragraph 2, of the statute of the International Civil Service Commission, a provision is made for the inclusion of the ICSC budget in the regular budget of the United Nations. The budget estimates for the Commission are submitted by the Secretary-General after consultation with the Administrative Committee on Coordination on the basis of proposals made by the Commission.

29.8 Under the statutory provisions, the Commission makes recommendations to the General Assembly on the broad principles for determining the conditions of service of the common system staff, the scale of salaries and post adjustments, specific allowances and benefits for staff in the Professional and higher categories and the scales of staff assessment. The Commission establishes the methods by which the principles for determining conditions of service should be applied, the rates of allowances and benefits (other than pensions and those falling under the purview of the General Assembly), as well as the conditions of entitlement to those allowances and benefits, and standards of travel. The Commission is also responsible for the classification of duty stations for the purpose of applying post adjustments. It conducts surveys of the best prevailing conditions of employment for the General Service and related categories of staff at the headquarters duty stations and makes recommendations to the organizations on salaries and allowances based on those surveys. The Commission establishes job classification standards for all categories of staff and advises organizations of the common system on the development of such standards. It also makes recommendations to the organizations on issues pertaining to human resources management, such as recruitment, mobility, career development, gender balance, staff training and development.

29.9 The overall broad objectives of the Commission's programme of work are: (a) to continue to maintain a common system of salaries, allowances and benefits; (b) to establish and maintain procedures and/or methodologies; (c) to establish and maintain post adjustment classifications and daily subsistence allowance rates for some 200 countries and areas around the world; (d) to conduct surveys of the best prevailing conditions of employment for General Service staff at headquarters duty stations; (e) to develop and maintain job classification standards; and (f) to provide guidance and advice on various human resources management issues.

29.10 The Chairman of the Commission is responsible for directing the work of ICSC. As the Chief Administrative Officer of the Commission, the Executive Secretary is responsible for preparing the budget estimates for the Commission, in close consultation with the Chairman and Vice-Chairman, and for submitting them to the Secretary-General.

Programme of work of the International Civil Service Commission

29.11 It is expected that ICSC will hold two sessions with a total duration of six weeks in 2002 and two sessions with a total duration of four to five weeks in 2003. Of the two sessions held each year, one will take place in New York and the other will be held elsewhere, in principle at the headquarters of one of the participating organizations of the United Nations common system. The Commission may also decide to establish working groups on selected issues. Those working groups would be composed of members of the Commission or its secretariat, as well as representatives of the member organizations and staff. It is expected that during the biennium 2002-2003, four such working groups will be established and that each of the groups will meet for approximately two weeks. Furthermore, it is anticipated that representatives of the Commission will participate in the meetings (1 meeting per year) of the technical working groups established by the governing bodies of the participating organizations.

29.12 The Commission's Advisory Committee on Post Adjustment Questions will hold one session of one-week duration in each year of the biennium. As is the case with members of ICSC, the members of the Advisory Committee are entitled to travel and subsistence expenses in accordance

with the rules established by the General Assembly for members of organs and subsidiary organs of the United Nations serving in their individual capacity.

29.13 For the biennium 2002-2003, the Commission will place greater emphasis on the area of human resources management, in line with the integrated framework for human resources management approved by the General Assembly in its resolution 55/223 of 23 December 2000, following the recommendation of the Commission (A/55/30, annex II). The framework, which consists of six major human resources areas and a number of sub-areas, will serve as a guide for the Commission's future work.

29.14 ICSC will also continue to discharge its mandated responsibilities in the areas of salaries, allowances and benefits by, inter alia: (a) conducting comparator country studies for the identification of the highest paid civil service in applying the Noblemaire principle; (b) conducting surveys of the best prevailing conditions of employment for the General Service staff at headquarters duty stations; and (c) establishing and/or updating post adjustment and hardship classifications and daily subsistence allowance rates.

29.15 The secretariat of the Commission is composed of the Office of the Executive Secretary, the Cost-of-Living Division, the Personnel Policies Division and the Salaries and Allowances Division.

29.16 The main activities to be undertaken by the Cost-of-Living Division in the biennium 2002-2003 include: (a) carrying out and processing periodic cost-of-living surveys in non-headquarters duty stations; (b) conducting comprehensive place-to-place surveys in New York and Geneva; (c) monthly updating of post adjustment indices and establishment of post adjustment classifications; (d) publishing of post adjustment reports on a monthly basis; (e) management of the rental subsidy scheme, which is linked to the post adjustment system; (f) methodological research on post adjustment required by a number of events, including the review of the pay and benefits system; (g) carrying out joint post adjustment development projects with statistical agencies of the European Commission and the Organisation for Economic Cooperation and Development to improve the quality of post adjustment and, over the long term, achieve resource savings through the joint calculation of post adjustment; (h) providing secretariat services to the Advisory Committee on Post Adjustment Questions; and (i) improving the technical skills of staff to enable them to fully utilize new information technology systems and to master new statistical approaches. The users of the outputs of the Division are the United Nations common system, Member States, non-governmental organizations and the private sector worldwide, which use them as a benchmark for expatriate staff.

29.17 In the biennium 2002-2003, the main activities of the Personnel Policies Division include the conduct of new studies emanating from the integrated framework for human resources management and ongoing operational and client-oriented activities. These are: (a) a review of the pay and benefit system; (b) finalization of draft standards of conduct for the international civil service; (c) classification of duty stations according to conditions of life and work (hardship scheme), including recommendations for hazard pay; (d) preparation and issuance of a monthly vacancy announcement bulletin for the United Nations system; (e) training and information activities; and (f) technical advice and coordination on job classification matters.

29.18 The programme of work of the Salaries and Allowances Division derives from the Commission's mandates under articles 10 to 12 of its statute. In the biennium 2002-2003, the Division will carry out the following main activities: (a) studies on the application of the Noblemaire principle and annual monitoring of remuneration levels of the comparator (the United States federal civil service); (b) reviews of methodologies for determining various allowances and benefits; (c) review of benefits and allowances and staff assessment rates; (d) surveys of General Service salaries at Vienna and Bern; (e) monthly updates of daily subsistence allowance rates; (f) non-headquarters

surveys in preparation for methodology review; and (g) review of pay and benefits as they relate to salaries and allowances.

29.19 The budget for the biennium 2002-2003 is based on the Commission's programme of work for the biennium and reflects a comprehensive internal review of the activities of the Office of the Executive Secretary and the Commission's three substantive divisions. Recommendations of the Board of Auditors, based on the management audit of the ICSC secretariat, were also taken into account in the preparation of the estimates. The full budget for the biennium 2002-2003 amounts to $12,069,600, at 2000-2001 rates, reflecting a decrease of $94,900. The share of the United Nations (including UNHCR and UNRWA) amounts to $4,525,900, reflecting an increase of $46,600 as a result of a slight upward revision of the underlying percentage share, in accordance with the formula agreed upon by the Administrative Committee on Coordination.

Table 29.3 **Resource requirements: United Nations share in the budget of the International Civil Service Commission**

	Resources (thousands of United States dollars)		*Posts*	
Category	*2000-2001*	*2002-2003 (before recosting)*	*2000-2001*	*2002-2003*
Regular budget				
Non-post	4 479.3	4 525.9	-	-
Total	**4 479.3**	**4 525.9**	**-**	**-**

29.20 Resource requirements in the amount of $4,525,900, reflecting an increase of $46,600, relate to the contribution of the United Nations to the budget of ICSC for the biennium 2002-2003 based on its share of 37.5 per cent. The increase of $46,600 is the net result of a decrease in the full budget being more than offset by a slight upward revision of the percentage share of the United Nations in the ICSC budget.

B. Joint Inspection Unit

Regular budget resource requirements (before recosting): $2,222,900

29.21 The Joint Inspection Unit, created on an experimental basis in 1968, was established, with effect from 1 January 1978, by the General Assembly in its resolution 31/192 of 22 December 1976, in which it also approved the Unit's statute. The Unit is the only system-wide independent external oversight body, and it is accountable to the General Assembly and the competent legislative organs of the specialized agencies and other international organizations within the United Nations system that accept its statute. The expenditures of the Unit are shared by its participating organizations, as agreed upon by them.

29.22 In accordance with article 20 of its statute, the budget of the Joint Inspection Unit is included in the regular budget of the United Nations. Its budget estimates are established by the Secretary-General after consultation with the Administrative Committee on Coordination on the basis of proposals made by the Unit. In that connection, in its resolution 55/230 of 23 December 2000, the General Assembly reaffirmed article 20 of the Unit's statute as well as paragraph 182 of its resolution 54/249 of 23 December 1999, and requested the Secretary-General to submit the report of the Administrative Committee on Coordination on the budget proposals made by the Unit, as required by its statute.

29.23 According to the statute, the Inspectors have the broadest powers of investigation in all matters bearing on the efficiency of services and the proper use of funds and provide an independent view through inspection and evaluation aimed at improving management and methods and at achieving greater coordination among organizations. This is accomplished through an annual work programme consisting of an average of 10 to 12 reports, as well as notes and confidential letters. The Unit submits an annual report on its activities to the General Assembly and to the competent legislative organs of its other participating organizations.

29.24 In line with the directives of the legislative organs of its participating organizations, the Unit takes full advantage of its system-wide competence in undertaking comparative analysis on trends and problems faced by various organizations and proposing harmonized, practical and concrete solutions. It focuses its work on important priority items for the participating organizations, identifying concrete managerial, administrative and programming questions aimed at providing the legislative organs of participating organizations with practical and action-oriented recommendations on precisely defined issues.

29.25 By its resolution 54/16 of 29 October 1999, the General Assembly invited the Unit, while preparing its annual programme of work, to give priority to the reports requested by the participating organizations. As such requests may come after the initial establishment of the programme of work for a particular year, the Unit needs flexibility to adapt its programme of work and the related resources to new requests. For the biennium 2002-2003, the Unit intends to introduce a new approach aimed at improving its research capacity by reallocating its Professional post resources with a view to widening its capacity and allowing more flexibility in the use of external expertise under short-term contracts.

29.26 The resources requested for appropriation in the United Nations regular budget represent provisions only for the United Nations share of the Unit's full budget. The full budget of the Joint Inspection Unit is, however, presented to the General Assembly for its consideration and approval. That budget for the biennium 2002-2003 amounts to $6,968,300 at 2000-2001 rates, reflecting a decrease of $1,200. The share of the United Nations (including UNHCR and UNRWA) amounts to $2,222,900, reflecting a decrease of $149,800. The larger decrease in the share of the United Nations is a result of a decrease in the underlying percentage share, in accordance with the formula agreed upon by the Administrative Committee on Coordination.

Table 29.4 **Resource requirements: United Nations share in the budget of the Joint Inspection Unit**

	Resources (thousands of United States dollars)		*Posts*	
Category	*2000-2001*	*2002-2003 (before recosting)*	*2000-2001*	*2002-2003*
Regular budget				
Non-post	2 372.7	2 222.9	-	-
Total	**2 372.7**	**2 222.9**	**-**	**-**

29.27 The resource requirements in the amount of $2,222,900, reflecting a decrease of $149,800, relate to the United Nations share in the budget of the Unit for the biennium 2002-2003, which is 31.9 per cent. The decrease of $149,800 is attributable to the combined effect of a lower full budget combined with a downward revision of the percentage share of the United Nations.

C. High-level Committee on Management of the Administrative Committee on Coordination

Regular budget resource requirements (before recosting): $476,000

29.28 The High-level Committee on Management, established by the Administrative Committee on Coordination at its second regular session of 2000 as a subsidiary organ, provides guidance in all areas covering administration, management and finance that were previously within the purview of the Consultative Committee on Administrative Questions. In addition to the periodic sessions of the Committee, the new arrangement envisages an extensive network of task forces, ad hoc working parties and expert groups on specific issues within the purview of the Committee. Meetings of functional specialists, such as finance and budget directors or human resources directors of the participating organizations, are convened to address specific functions formerly undertaken by the Consultative Committee on Administrative Questions. In this context, human resources directors meet prior to the sessions of the International Civil Service Commission to review matters under consideration by the Commission, appoint spokespersons to represent the executive heads of the participating organizations at the Commission sessions and put forward common positions on the relevant issues under consideration. Similarly, finance and budget directors meet to review the proposed budgets and cost-sharing arrangements for ICSC and the Joint Inspection Unit in accordance with their relevant statutes and to review, on behalf of the Administrative Committee on Coordination, the proposed budgets and cost-sharing arrangements for other jointly financed activities, such as those related to inter-organizational security measures.

29.29 The activities of the High-level Committee on Management in the area of administration and management aim at improving and harmonizing practices and policies in the organizations of the United Nations system and promoting efficiency and economy through management reform in connection with their administrative operations. Those objectives are pursued in the fields of human resources, budget, finance and general administration, including management systems, travel operations, procurement and other general services. Particular attention is paid to actions of the participating organizations stemming from decisions of the intergovernmental organs entrusted with system-wide coordination, such as the General Assembly, the Economic and Social Council and the Committee for Programme and Coordination and the expert bodies responsible for oversight, examination, regulation and control in administrative areas such as the Advisory Committee on Administrative and Budgetary Questions, the International Civil Service Commission, the Joint Inspection Unit, and the Panel of External Auditors of the United Nations, the specialized agencies and the International Atomic Energy Agency. The Committee also deals with matters of system-wide concern that may be brought to its attention by individual participating organizations.

29.30 During the biennium 2002-2003, in the personnel and general administration areas the High-level Committee on Management will place emphasis on human resources management and reform of the common system by continuing specific studies covering the role and function of the international civil service and its underpinnings, the development of a senior management cadre, the further development of system-wide standards on contractual patterns and employment conditions and the implications of other management reforms, such as downsizing and outsourcing, for the participating organizations. The recommendations for possible approaches and ways to create a common management culture are an essential element of those studies. Also, particular emphasis will be placed on developing a common understanding of modern recruitment and candidate selection techniques. Attention will also be given to such issues as reform of the post adjustment system and its effects on the common system, performance management and reward mechanisms. Specific studies will be undertaken with a view to monitoring the reform efforts being made by the organizations of the common system and reporting to the Committee thereon. Also, a

series of follow-up studies emanating from policy decisions of the Administrative Committee on Coordination on improving the status of women and the work/family agenda will be undertaken.

29.31 In the financial and budgetary areas, the emphasis in the biennium 2002-2003 will be on issues with system-wide implications arising from decisions, recommendations and requests of central intergovernmental and expert organs. Specific attention will be paid to the exchange of information on the development of new information systems in the financial and administrative areas. There will be continuing emphasis on such aspects of management reform as further development of the accounting standards formulated at the request of the General Assembly, taking into account the views of, among others, the Panel of External Auditors, and recent developments relating to enhancing the international public sector accounting standards. Cash management and operation of financial and general systems, including management issues relating to productivity improvement and development of "best practices", are also on the agenda of the Committee for the biennium.

29.32 The work of the High-level Committee on Management is supported by its secretariat, which provides administrative support services by: (a) acting as a source of information on human resources, financial, budgetary and administrative practices and serving as a focal point for information exchange between the participating organizations and the International Civil Service Commission; (b) advising administrations of the participating organizations and staff representatives on matters affecting the common system and maintaining close contact with permanent missions on those issues, as appropriate; (c) assisting the participating organizations in periodic negotiations with representatives of temporary conference staff; and (d) facilitating agreements among participating organizations on issues in the areas of competence of the Committee.

Outputs

29.33 During the biennium 2002-2003 the following outputs will be delivered:

(a) Substantive outputs

(i) Substantive and technical support for two annual meetings of the High-level Committee on Management and its task forces, ad hoc meetings of human resources, finance and budget directors and working parties, such as the Working Party on Accounting Standards;

(ii) Inter-agency statistical reports on personnel, financial and general administrative subjects for submission to central intergovernmental bodies and to the organizations of the common system;

(iii) Coordination of negotiations and administration of agreements with the associations of free-lance interpreters and translators;

(iv) Information on various common system issues to the permanent missions, upon request;

(b) Administrative support services

(i) Maintenance of the common system personnel database;

(ii) Preparation of questionnaires, analyses, studies and draft records of proceedings of various meetings and undertaking of related follow-up actions.

Table 29.5 **Resource requirements: United Nations share in the budget of the High-level Committee on Management of the Administrative Committee on Coordination**

	Resources (thousands of United States dollars)		*Posts*	
Category	*2000-2001*	*2002-2003 (before recosting)*	*2000-2001*	*2002-2003*
Regular budget				
Non-post	438.6	476.0	-	-
Total	**438.6**	**476.0**	**-**	**-**

29.34 The resource requirements in the amount of $476,000, reflecting an increase of $37,400, relate to the United Nations share (including UNHCR and UNRWA) in the costs of the secretariat of the High-level Committee on Management. The increase of $37,400 reflects a combined effect of a slight increase in the full budget of the Committee and the upward revision of the United Nations percentage share in those costs.

D. High-level Committee on Programmes of the Administrative Committee on Coordination

Regular budget resource requirements (before recosting): $230,300

29.35 The High-level Committee on Programmes was established by the Administrative Committee on Coordination at its second regular session of 2000 as a subsidiary organ to strengthen the capacity of ACC in promoting concerted and effective responses by the common system to emerging challenges and issues. The Committee is a senior-level inter-agency mechanism intended to address issues of international cooperation and development on a broad basis, promote synergies among policies and programmes so as to enhance their overall impact, oversee on a continuing basis the inter-agency arrangements and initiatives of inter-agency concern and help to guide them towards mutually reinforcing results. This new mechanism will thus allow the executive heads of the participating organizations to concentrate in ACC on strategies that affect the common system and on their overall impact. The work programme for inter-agency coordination in this area addresses programme coordination requirements resulting from relevant policy decisions of intergovernmental bodies and the direction provided by ACC.

29.36 The objectives of the activities in the programme area are to advise and assist the Administrative Committee on Coordination in promoting complementarities and in mobilizing the United Nations system's analytical, normative and operational capacity in support of common goals and agreed strategies. The achievement of those objectives requires, among other things, analysis and development of the system's response to global, regional and national objectives and priorities and preparation of recommendations for ACC on policy options and measures in response to decisions of intergovernmental bodies.

29.37 The High-level Committee on Programmes is to foster system-wide cooperation and coordination as well as to strengthen knowledge-sharing in policy, programme and operational areas. The Committee also addresses issues of strategic planning, policy and programme development and implementation. It promotes and supports integrated and coordinated action of the common system in response to decisions of and follow-up to major United Nations conferences and summits, including, in particular, the decisions of the Millennium Summit. With regard to the latter, the Committee takes inventory of inter-agency initiatives and actions relevant to the achievement of the goals and targets of the Millennium Declaration (General Assembly resolution 55/2) being

taken in all parts of the common system. The Committee also serves as a forum for inter-agency dialogue, consultations and coordination on development and for the sharing of experiences on policy development, programming and monitoring modalities. It contributes to the translation of strategies and policies into broad guidance and oversight of coordination and of effective programme implementation at the country level. In implementing its mandate, the Committee utilizes innovative, timely and cost-effective working mechanisms, including the consideration of policy themes and clusters.

29.38 In addition to the system-wide implementation of the goals and targets of the United Nations conferences and summits, and in particular those of the Millennium Declaration, the work of the High-level Committee on Programmes involves follow-up of ACC decisions and conclusions. At its October 2000 session, ACC identified a number of new areas within the purview of the High-level Committee on Programmes, which include issues relating to globalization, such as poverty, HIV/AIDS and collaboration with civil society. Another important area of responsibility of the Committee relates to inter-agency support of and contribution to the intergovernmental processes originated by the functional commissions of the Economic and Social Council.

29.39 During the biennium 2002-2003, the High-level Committee on Programmes will concentrate on issues of strategic planning, policy and programme development and implementation, and monitoring of developments in those areas in organizations of the common system so as to strengthen the convergence and cohesion of related programmes and to maximize their impact in support of system-wide objectives, intergovernmentally agreed policies and strategic approaches developed by ACC. A major objective for the biennium is to contribute to the translation of strategies and policies into broad guidelines for the formulation of joint and interrelated programmes and activities by organizations of the common system and to oversee the coordination of programme implementation at the country level.

29.40 In order to achieve those goals, the work programme for the biennium includes the sharing of common system experiences on policy development, programming and monitoring modalities, such as results-based approaches and the integration of statistics and indicators into the policy formulation process. Special attention is paid to enhancing the capacity of the system and Member States to assess and measure progress in the pursuit of agreed goals and to streamlining the requirements for national reporting. The Committee will facilitate and promote a dialogue and propose ways of enhancing collaboration and interaction with the private sector, non-governmental organizations and other parts of civil society with a view to contributing to the achievement of agreed system-wide goals. The initiatives and activities in these areas are carried out through various inter-agency mechanisms in specialized fields, including time-bound task forces and other ad hoc machinery, with a designated lead agency or agencies. These mechanisms also apply to the area of operational activities and matters relating to field-level coordination through the resident coordinator system. To this end, the necessary interface with other relevant mechanisms, such as the United Nations Development Group, is also supported.

29.41 The work of the High-level Committee on Programmes is supported by its secretariat, which: (a) acts as a source of information for the member organizations on policy, programme and operational issues; (b) coordinates the preparation of documentation for the Committee; and (c) facilitates, coordinates and undertakes research on issues within the purview of the Committee.

29.42 During the biennium 2002-2003 the following outputs will be delivered:

(a) Substantive outputs

(i) Substantive and technical support to meetings of the High-level Committee on Programmes as well as to its working groups and various ad hoc task forces, including the preparation of related sessional documentation and reports of the Committee;

(ii) Substantive input to reports to be submitted to the General Assembly and the Economic and Social Council on issues within the purview of the Committee (annual report on progress achieved towards implementation of the Millennium Declaration and reports on programmes and resources, in collaboration with the High-level Committee on Management) and system-wide comments on reports of the Joint Inspection Unit on policy, programme and operational issues;

(iii) Reports for consideration by the Committee, including one on the issue of global public goods focusing on three to five salient issues, and position papers, guidelines, etc., of system-wide relevance in policy, programme and operational areas, such as the ACC guidelines on follow-up action for mainstreaming capacity-building on results-based budgeting into United Nations system programmes and activities (in collaboration with the High-level Committee on Management);

(iv) Liaison with other relevant coordinating mechanisms, such as the United Nations Development Group, with a view to avoiding duplication, maximizing synergies and achieving savings;

(b) Administrative support services

(i) Monitoring the system's efforts in relation to contributions by the participating organizations towards achieving the Millennium Declaration's goal of reducing extreme poverty, launching a global campaign on poverty eradication and strengthening the capacity of the system for achieving and monitoring progress in poverty eradication through the use and/or provision of improved data;

(ii) Developing policy guidance for United Nations system action on salient global issues outlined in the Millennium Declaration, including the establishment and maintenance of an inventory of work relevant to the goals and targets of the Millennium Declaration being undertaken by the common system;

(iii) Contributing in relevant forums and promoting information and knowledge on a system-wide basis;

(iv) Contributing to suitable training and learning modules on issues within the mandate of the High-level Committee on Programmes, including those at the field level (in collaboration with relevant inter-agency mechanisms and the United Nations Staff College).

Table 29.6 **Resource requirements: United Nations share in the budget of the High-level Committee on Programmes of the Administrative Committee on Coordination**

	Resources (thousands of United States dollars)		*Posts*	
Category	*2000-2001*	*2002-2003 (before recosting)*	*2000-2001*	*2002-2003*
Regular budget				
Non-post	245.9	230.3	-	-
Total	**245.9**	**230.3**	-	-

29.43 The regular budget resource requirements in the amount of $230,300, reflecting a decrease of $15,600, relate to the United Nations share (including UNHCR and UNRWA) in the costs of the secretariat of the High-level Committee on Programmes. The decrease of $15,600 reflects the

combined effect of a reduction in the full budget of the Committee and the downward revision of the United Nations percentage share in those costs.

E. Information and communication technology policy coordination activities of the Administrative Committee on Coordination

Regular budget resource requirements (before recosting): $477,800

29.44 Activities under this heading are aimed at enhancing the coordination and harmonization of information and communication technology activities in the organizations of the United Nations system. The coordination of information and communication technology policy among the organizations of the system is an essential element for ensuring that the system is well-equipped to mobilize information and communication technology for development through the formulation of common solutions and joint processes. This includes the establishment of umbrella contracts as well as the creation of tools to simplify access to information on best practices and standards in areas such as Internet policies, library systems, electronic documentation handling, telecommunication technology developments, privacy protection and information technology policies.

29.45 The extraordinary developments in the field of information technology and communications over the past few years have shifted the focus and concern of Member States and the Administrative Committee on Coordination with regard to inter-agency cooperation in the coordination of information technology, communications practices and information sharing. Information and communications technology has become pervasive in all programmatic and administrative activities at both the policy and the administrative levels, requiring enhanced policy coordination. As a part of its efforts to strengthen and streamline its activities in this area, ACC decided at its second regular session of 2000 that policy guidance in the area of information and communication technology would be provided by the newly established High-level Committee on Management, while the functions of the former Information Systems Coordination Committee would be carried out through a network of task forces and working groups. The High-level Committee on Management will pursue this responsibility as a major and distinct component of its work programme.

29.46 At its first meeting the High-level Committee on Management identified the following priority areas for information and communication technology policy coordination activities: (a) capitalizing on the organizations' information and communication technology investments by recommending system-wide information and communication technology initiatives, common services and joint procurement; (b) initiating system-wide innovations, particularly with respect to simplifying access to information and the use of the information and communication technologies to improve staff safety and security; and (c) providing a forum for broad sharing of knowledge among the information and communication technology experts throughout the United Nations common system with a view to supporting the relevant work of both the High-level Committee on Management and the High-level Committee on Programmes. The task forces and ad hoc working parties will pursue specific projects and activities in the area of information and communication technologies. In addition, targeted meetings of functional specialists, such as the information and communication technology directors or chief information officers, or meetings of technical specialists in areas such as telecommunications and information services, will also be convened to discuss relevant issues.

29.47 During the biennium 2002-2003, the work on information and communication technology policy coordination will focus, inter alia, on: (a) the design and use of appropriate tools for sharing knowledge among the information and communication technology experts in the participating organizations; (b) harmonization of the use of information and communication technologies in

specific management areas, such as enhancing staff security and safety; (c) coherent strategies for the management of electronic information and the efficient dissemination of electronic information to Member States and the public, through, for example, the development of a United Nations portal; and (d) making required substantive information accessible to staff members of United Nations system organizations regardless of location (especially those in field locations).

29.48 The secretariat will provide administrative support services towards: (a) ensuring that the participating organizations can share knowledge on the information and communication technology trends, projects and problems to make the best use of expertise in the system; (b) assisting the task forces and groups of specialists in their work on projects in priority areas determined by the High-level Committee on Management and the High-level Committee on Programmes; and (c) ensuring wide access to information and communication technologies by ACC and its secretariat.

Outputs

29.49 During the biennium 2002-2003 the following outputs will be delivered:

(a) Substantive outputs

(i) Substantive and technical support to the ad hoc meetings of senior information and communication technology managers and to meetings of task forces and working groups of technical experts in specific project areas, including the preparation of questionnaires, analyses and studies, the management of consultants and technical experts, the drafting of reports and records of proceedings and the provision of follow-up actions;

(ii) Cooperation with other inter-agency bodies on the development and use of joint purchasing frameworks for procurement related to information and communication technologies;

(b) Administrative support services

(i) Maintenance of public and restricted web sites for the dissemination of information on system-wide issues for use by ACC and its committees, task forces and working groups, as well as by participating organizations, permanent missions and other interested parties;

(ii) Maintenance of repositories of activities;

(iii) Maintenance of inter-agency information systems on behalf of participating organizations;

(iv) Provision of information on information and communication technology issues to the permanent missions, upon request.

Table 29.7 **Resource requirements: United Nations share in costs of the information and communication technology policy coordination activities of the Administrative Committee on Coordination**

	Resources (thousands of United States dollars)		*Posts*	
Category	*2000-2001*	*2002-2003 (before recosting)*	*2000-2001*	*2002-2003*
Regular budget				
Non-post	484.0	477.8	-	-
Total	**484.0**	**477.8**	-	-

29.50 The resource requirements in the amount of $477,800, reflecting a decrease of $6,200, relate to the United Nations share (including UNHCR and UNRWA) in the costs of the information and communication technology policy coordination activities of the Administrative Committee on Coordination. The decrease in the amount of $6,200 represents the net effect of a slight increase in the full budget of those activities and the downward revision of the United Nations percentage share in those costs.

Table 29.8 **Summary of follow-up action taken to implement relevant recommendations of the Advisory Committee on Administrative and Budgetary Questions**

Brief description of the recommendation	*Action taken to implement the recommendation*
Advisory Committee on Administrative and Budgetary Questions (A/54/7, chap. II)	
The Advisory Committee recommended that in the next budget estimates, the full cost of the inter-agency activities be given for each of the entities included in the section (para. X.4).	In line with past practice, direct costs chargeable to the account of each inter-agency body are included in the cost estimates. Given the nature of the activities, the Administrative Committee on Coordination and its subsidiary organs have their sessions concurrently at the headquarters of participating organizations. The costs associated with those meetings are traditionally absorbed by the host organizations. Given the fact that such associated costs are not accounted for separately by the host organizations, it is not feasible to identify such costs in the many separate specialized agency budgets with existing budget methodology.

Annex I

Indicative resource requirements
Jointly financed administrative activities

Table A.29.1 **Summary of requirements by component and source of funds (United Nations share)**

(Thousands of United States dollars)

Regular budget

Component	*1998-1999 expenditure*	*2000-2001 appropriation*	*Resource growth*		*Total before recosting*	*Recosting*	*2002-2003 estimate*
			Amount	*Percentage*			
A. International Civil Service Commission	3 699.3	4 479.3	46.6	1.0	4 525.9	247.7	4 773.6
B. Joint Inspection Unit	2 627.9	2 372.7	(149.8)	(6.3)	2 222.9	21.0	2 243.9
C. High-level Committee on Management	543.5	438.6	37.4	8.5	476.0	4.4	480.4
D. High-level Committee on Programmes	604.4	245.9	(15.6)	(6.3)	230.3	2.1	232.4
E. Information and communication technology policy coordination activities	427.7	484.0	(6.2)	(1.2)	477.8	4.7	482.5
Total	**7 902.8**	**8 020.5**	**(87.6)**	**(1.0)**	**7 932.9**	**279.9**	**8 212.8**

Table A.29.2 **Summary of requirements by object of expenditure**

(Thousands of United States dollars)

Regular budget

Object of expenditure	*1998-1999 expenditure*	*2000-2001 appropriation*	*Resource growth*		*Total before recosting*	*Recosting*	*2002-2003 estimate*
			Amount	*Percentage*			
Grants and contributions	7 902.8	8 020.5	(87.6)	(1.0)	7 932.9	279.9	8 212.8
Total	**7 902.8**	**8 020.5**	**(87.6)**	**(1.0)**	**7 932.9**	**279.9**	**8 212.8**

A. International Civil Service Commission

1. United Nations share

Table A.29.3 **Requirements by object of expenditure**

(Thousands of United States dollars)

Regular budget

Object of expenditure	*1998-1999 expenditure*	*2000-2001 appropriation*	*Resource growth*		*Total before recosting*	*Recosting*	*2002-2003 estimate*
			Amount	*Percentage*			
Grants and contributions	3 699.3	4 479.3	46.6	1.0	4 525.9	247.7	4 773.6
Total	**3 699.3**	**4 479.3**	**46.6**	**1.0**	**4 525.9**	**247.7**	**4 773.6**

A.29.1 In accordance with the formula agreed upon by the Administrative Committee on Coordination, the share of the United Nations (including UNHCR and UNRWA) in the total cost of the Commission is estimated at $4,525,900, representing about 37.5 per cent of the full budget of ICSC. The growth of $46,600 is the net result of a decrease in the full budget being more than offset by a slight increase in the percentage share of the United Nations.

2. Total requirements for the International Civil Service Commission (full budget)

Table A.29.4 **Requirements by object of expenditure**

(Thousands of United States dollars)

Regular budget

Object of expenditure	*1998-1999 expenditure*	*2000-2001 appropriation*	*Resource growth*		*Total before recosting*	*Recosting*	*2002-2003 estimate*
			Amount	*Percentage*			
Posts	6 317.3	7 670.6	208.6	2.7	7 879.2	557.6	8 436.8
Other staff costs	163.4	221.6	-	-	221.6	12.1	233.7
Non-staff compensation	606.6	698.0	-	-	698.0	57.9	755.9
Consultants and experts	1 041.2	903.4	(358.5)	(39.6)	544.9	29.8	574.7
Travel of representatives	618.1	754.7	-	-	754.7	41.3	796.0
Travel of staff	332.1	413.7	-	-	413.7	22.6	436.3
Contractual services	26.7	18.3	-	-	18.3	1.1	19.4
General operating expenses	1 157.9	1 380.2	55.0	3.9	1 435.2	452.6	1 887.8
Hospitality	3.8	4.4	-	-	4.4	0.2	4.6
Supplies and materials	32.2	44.1	-	-	44.1	2.4	46.5
Furniture and equipment	108.3	55.5	-	-	55.5	3.0	58.5
Total	**10 407.6**	**12 164.5**	**(94.9)**	**(0.7)**	**12 069.6**	**1 180.6**	**13 250.2**

Table A.29.5 **Post requirements**

Category	Established regular budget posts		Temporary posts				Total	
			Regular budget		Extrabudgetary			
	2000-2001	2002-2003	2000-2001	2002-2003	2000-2001	2002-2003	2000-2001	2002-2003
Professional and above								
D-2	1	1	-	-	-	-	1	1
D-1	3	3	-	-	-	-	3	3
P-5	3	3	-	-	-	-	3	3
P-4/3	10	10	-	1	-	-	10	11
P-2/1	3	3	-	-	-	-	3	3
Subtotal	**20**	**20**	**-**	**1**	**-**	**-**	**20**	**21**
General Service								
Principal level	2	2	-	1	-	-	2	3
Other level	22	22	-	-	-	-	22	22
Subtotal	**24**	**24**	**-**	**1**	**-**	**-**	**24**	**25**
Total	**44**	**44**	**-**	**2**	**-**	**-**	**44**	**46**

Resource requirements (before recosting)

Requirements for Commission members

Other staff costs

A.29.2 The provision of $166,300, at the maintenance level, covers costs related to temporary assistance for the meetings of ICSC and the Advisory Committee on Post Adjustment Questions held away from the United Nations, including interpretation, translation and typing.

Travel of representatives

A.29.3 The estimated requirements of $754,700, at the maintenance level, relate to travel and subsistence allowance in respect of: (a) the attendance of 13 members of ICSC at its sessions in New York; (b) the attendance of 15 members of the Commission at its sessions away from New York; (c) field visits of the members of the Commission in the context of studies pertaining to specific aspects of the conditions of service of field staff; (d) attendance by members of the Advisory Committee on Post Adjustment Questions at its sessions; (e) attendance by the Chairman and the Vice-Chairman, to ensure proper coordination and contact with the organizations of the common system, at meetings with executive heads, meetings of the working groups established by the organizations and/or the meetings of their governing bodies, and at meetings of the United Nations Joint Staff Pension Board; and (f) at least one field visit by the Chairman and Vice-Chairman each year, with a view to maintaining contact with the administration and staff at field locations on a continuing basis.

Non-staff compensation

A.29.4 The estimated requirements of $698,000, at the maintenance level, relate to honorariums ($580,800) and pension contributions ($117,200) for the two full-time members of the Commission, namely, the Chairman and Vice-Chairman, in accordance with General Assembly resolutions 37/131 of 17 December 1982, 40/256 of 18 December 1985, 45/249 of 21 December

1990 and 55/238, section VII, of 23 December 2000. The estimates for honorariums are based on the relevant General Assembly resolutions and the procedures for adjusting the honorariums for inflation. The resources requested for pension contributions of the Chairman and Vice-Chairman are based on the amounts approved by the Assembly and on the procedure for adjusting the pensionable remuneration amounts of the above-mentioned officials between comprehensive reviews.

Requirements for the secretariat of the Commission

Posts

A.29.5 The estimated requirements of $7,879,200, reflecting an increase of $208,600, relate to the continuation of 20 posts in the Professional category and above and 24 General Service posts and the establishment, initially on a temporary basis, of two new temporary posts (1 P-3 and 1 General Service (Principal level)). The new posts are to support and maintain the Commission's integrated management information system, which has been developed following the recommendations of the Board of Auditors adopted by the General Assembly in its resolution 51/216 of 18 December 1996. The relevance of the posts will be reviewed in the light of experience acquired as the system becomes fully operational.

Other staff costs

A.29.6 Requirements estimated at $22,100 will provide for approximately four work-months of general temporary assistance at the General Service level for replacement of staff on extended sick leave and during peak workload periods. It is also estimated that the amount of $33,200 will be necessary to cover overtime requirements in connection with the need to meet deadlines for pre-session and in-session documents of the Commission.

Consultants and experts

A.29.7 The resources estimated at $544,900, reflecting a reduction of $358,500, will be required for the following:

(a) Studies and surveys related to cost-of-living conditions ($287,600), including the collection of price data for goods and services in the context of post adjustment surveys at headquarters and field duty stations; data on housing costs at headquarters duty stations to be used in the context of place-to-place comparisons and time-to-time adjustments of housing costs; the purchase of outside data for testing purposes; and consultations with external sources in connection with cost-of-living studies;

(b) Consultancy services in connection with studies emanating from the integrated human resources framework, the production of a compendium of best practices in the area of human resources management and the conduct of workshops and seminars organized by the Commission and common system organizations on emerging trends in human resources management ($68,300);

(c) Consultancy services in connection with studies and other activities related to salaries and allowances ($189,000), including the updating of the New York/Washington, D.C., cost-of-living differential for net remuneration calculations; actuarial studies for the comparison of pensions and health-care benefits of selected potential comparators with those offered by the current comparator; determination of the cost-of-living differential in the context of comparator country studies; General Service salary surveys at Vienna and Bern; and reimbursement of the cost of data on the average salaries paid in the comparator civil service

provided to the secretariat in the context of the remuneration comparisons. These studies are part of the five-year cycle of salary surveys mandated by the General Assembly in its resolution 52/216 of 22 December 1997.

A.29.8 The decrease of $358,500 under this heading is the net result of discontinuing a provision for the development of the Commission's integrated management information system and an increase resulting from the new provision related to the five-year salary surveys.

Travel of staff

A.29.9 Requirements amounting to $413,700, at the maintenance level, relate to official travel of staff ($297,600) and travel of staff to meetings ($116,100). Under travel to meetings, resources would enable a limited number of staff to attend the Commission's sessions away from New York in order to provide secretariat services and technical support to the Commission. Other staff travel relates to the following: (a) cost-of-living surveys at 2 headquarters locations; (b) participation by the secretariat in cost-of-living surveys at approximately 10 non-headquarters duty stations; (c) General Service salary surveys in Vienna and Bern; (d) coordination with the comparator civil service; (e) participation in the subcommittees and working groups of the High-level Committee on Management of ACC; (f) reviews of conditions of service in the field in the context of the classification of duty stations according to conditions of work and life; (g) organization by the secretariat of an annual workshop on the United Nations salary and post adjustment systems; and (h) participation by the secretariat in the working groups established by the governing bodies of the organizations and/or the meetings of the governing bodies themselves and meetings of other intergovernmental bodies.

Contractual services

A.29.10 The provision of $18,300, at the maintenance level, will cover training ($12,000) and external printing ($6,300) costs. The training requirements provide for attendance of the secretariat at outside specialized courses in such areas as human resources development and salary administration. The courses are generally not offered by the United Nations Training Service. The external printing costs relate to the issuance of updated versions of the booklets on the United Nations common system of salaries, allowances and benefits, as well as on the post adjustment system.

General operating expenses

A.29.11 Provisions of $1,435,200, reflecting an increase of $55,000, will cover: (a) the rental of premises, including electricity and other maintenance costs; (b) the rental and maintenance of office equipment, such as photocopying machines; (c) the rental and maintenance of data-processing equipment; (d) communications; (e) the Commission's share of maintenance of the technical infrastructure of the local area network, as well as maintenance of the office automation equipment at the secretariat; and (f) shipment and distribution of documents to Commission members and other miscellaneous expenditures. The estimated increase is due primarily to an increase in the Commission's share of maintenance of the LAN technical infrastructure and maintenance of the secretariat's office automation equipment.

Hospitality

A.29.12 An amount of $4,400, at the maintenance level, will be used by the secretariat to host official functions on the occasion of meetings of working groups dealing with specific issues, as well as hospitality extended to officials of international and intergovernmental organizations.

Supplies and materials

A.29.13 The requirements of $44,100, at the maintenance level, relate to the purchase of supplies for office automation equipment, photocopying machines, stationery and general office supplies.

Furniture and equipment

A.29.14 The requirements of $55,500, at the maintenance level, will provide for the regular replacement of office equipment, such as calculators, furniture and filing cabinets, and the replacement of the office automation equipment.

B. Joint Inspection Unit

1. United Nations share

Table A.29.6 **Requirements by object of expenditure**

(Thousands of United States dollars)

Regular budget

Object of expenditure	*1998-1999 expenditure*	*2000-2001 appropri-ation*	*Resource growth*		*Total before recosting*	*Recosting*	*2002-2003 estimate*
			Amount	*Percentage*			
Grants and contributions	2 627.9	2 372.7	(149.8)	(6.3)	2 222.9	21.0	2 243.9
Total	**2 627.9**	**2 372.7**	**(149.8)**	**(6.3)**	**2 222.9**	**21.0**	**2 243.9**

A.29.15 In accordance with the formula agreed upon by the Administrative Committee on Coordination, the share of the United Nations (including UNHCR and UNRWA) in the total cost of the Joint Inspection Unit is estimated at $2,222,900, representing about 31.9 per cent of the full budget of the Unit. The decrease of $149,800 is due to the combined effect of a lower full budget for the Joint Inspection Unit combined with the application of a lower percentage share of the United Nations.

2. Total requirements for the Joint Inspection Unit (full budget)

Table A.29.7 Requirements by object of expenditure

(Thousands of United States dollars)

Regular budget

Object of expenditure	1998-1999 expenditure	2000-2001 appropriation	Resource growth		Total before recosting	Recosting	2002-2003 estimate
			Amount	Percentage			
Posts	7 131.6	6 264.1	18.4	0.2	6 282.5	116.4	6 398.9
Other staff costs	39.5	21.8	35.4	162.3	57.2	0.3	57.5
Consultants and experts	21.4	10.7	-	-	10.7	0.2	10.9
Travel of staff	396.1	531.5	(65.4)	(12.3)	466.1	25.5	491.6
Contractual services	1.3	13.3	10.4	78.1	23.7	0.3	24.0
General operating expenses	82.6	63.9	-	-	63.9	0.5	64.4
Supplies and materials	3.1	12.4	-	-	12.4	0.1	12.5
Furniture and equipment	101.5	51.8	-	-	51.8	0.6	52.4
Total	**7 777.1**	**6 969.5**	**(1.2)**	**-**	**6 968.3**	**143.9**	**7 112.2**

Table A.29.8 Post requirements

Category	Established regular budget posts		Temporary posts				Total	
			Regular budget		Extrabudgetary			
	2000-2001	2002-2003	2000-2001	2002-2003	2000-2001	2002-2003	2000-2001	2002-2003
Professional and above								
D-2	1	1	-	-	-	-	1	1
P-5	2	2	-	-	-	-	2	2
P-4/3	5	6	-	-	-	-	5	6
P-2/1	2	-	-	-	-	-	2	-
Subtotal	**10**	**9**	**-**	**-**	**-**	**-**	**10**	**9**
General Service								
Principal level	1	1	-	-	-	-	1	1
Other level	8	10	-	-	-	-	8	10
Subtotal	**9**	**11**	**-**	**-**	**-**	**-**	**9**	**11**
Total	**19**	**20**	**-**	**-**	**-**	**-**	**19**	**20**

Resource requirements (before recosting)

Inspectors

Posts

A.29.16 The requirements under this heading ($3,047,000), at the maintenance level, relate to the salaries and emoluments of 11 Inspectors appointed by the General Assembly under the terms approved in its resolution 31/192 of 22 December 1976.

Other staff costs

A.29.17 The estimates of $21,800, at the maintenance level, relate to requirements under general temporary assistance and cover the cost of secretarial services rendered to Inspectors while in New York attending sessions of the General Assembly and on other official business, as well as the replacement of staff on maternity and sick leave.

Travel

A.29.18 The requirements of $466,100 reflect a reduction of $65,400 due to an anticipated increase in the use, whenever appropriate, of videoconferences to replace travel. During the biennium, it is expected that travel will be required in connection with the following:

(a) Three reports and/or notes related to technical cooperation, humanitarian assistance and peacekeeping per annual work programme cycle, each involving the travel of one Inspector and one researcher to the field and to the headquarters of at least two participating organizations;

(b) Four administrative/management system-wide reports and/or notes per annual work programme cycle, each involving the travel of two Inspectors and one researcher to the headquarters of at least three participating organizations;

(c) Four administrative/management reports and/or notes on a single organization per annual work programme cycle, each involving the travel of an average of one Inspector and one researcher to the headquarters of one participating organization, to a regional commission or to two other duty stations;

(d) Travel of Inspectors to present reports to legislative organs of the organizations participating in the Joint Inspection Unit;

(e) Travel of the Chairman, Vice-Chairman, a designated Inspector and/or the Executive Secretary to attend management and administrative meetings and/or discussions and to represent the Unit at meetings of legislative organs of participating organizations, involving two missions per year to United Nations Headquarters, one mission to the headquarters of one other participating organization and one mission to a regional commission.

Secretariat of the Unit

Posts

A.29.19 The requirements of $3,235,500, reflecting an increase of $18,400, relate to: (a) the continuation of eight established posts in the Professional category and above, including a D-2 post for the Executive Secretary, two P-5, two P-4, three P-3 and eight General Service posts, including one at the Principal level; (b) the establishment of one new P-4 post; (c) the establishment of two new General Service (Other level) posts to provide additional secretarial support; and (d) the abolition of two P-2 posts. The new P-4 post is required to strengthen the research capacity of the Unit by providing the specialized skills needed to perform research and prepare reports requiring specialized expertise in complex issues. The abolition of the two P-2 posts is based on the fact that, because of the complexity of the activities of the Unit, junior-level staff did not prove to be efficient, as they lacked the necessary expertise and knowledge of the United Nations system issues that were within the competence of the Unit.

Other staff costs

A.29.20 Requirements amounting to $35,400 provide for the hiring of individual contractors to supplement the Unit's in-house expertise with specialized knowledge in order to enhance its capacity to handle specialized research in the context of the projects under the Unit's annual programme of work.

Consultants and experts

A.29.21 The estimated requirements of $10,700, at the maintenance level, will cover the provision of specialized advice and technical services to the Inspectors in areas where the required expertise is lacking. Although technical support is provided for the Unit's studies by the participating organizations, impartial outside advice is sometimes necessary, primarily to assist in the analysis and interpretation of data, to comment on the technical soundness of findings and recommendations and to make observations on draft reports.

Contractual services

A.29.22 The provision of $23,700, reflecting growth of $10,400, will cover the cost of data-processing services ($4,900) and the rental of radio and video broadcasting facilities ($18,800). The growth is attributable to an expected increase in the number of videoconference sessions and to the maintenance needs of the Unit's web site.

General operating expenses

A.29.23 The requirements of $63,900, at the maintenance level, relate to the rental and maintenance of equipment, communications and the maintenance of office automation equipment, such as servers, personal computers and printers.

Supplies and materials

A.29.24 The requirements of $12,400, at the maintenance level, cover the cost of supplies for office automation equipment (laser and ink-jet printer and fax cartridges), stationery and office supplies, internal reproduction supplies and specialized books and subscriptions to periodicals.

Furniture and equipment

A.29.25 The provision of $51,800, at the maintenance level, relates to costs associated with the ongoing process of developing applications of information technology within the Unit and the replacement of office automation equipment, following the recommendations of the Technical Innovations Committee of the United Nations Office at Geneva.

C. High-level Committee on Management of the Administrative Committee on Coordination

1. United Nations share

Table A.29.9 **Requirements by object of expenditure**

(Thousands of United States dollars)

Regular budget

Object of expenditure	*1998-1999 expenditure*	*2000-2001 appropri-ation*	*Resource growth*		*Total before recosting*	*Recosting*	*2002-2003 estimate*
			Amount	*Percentage*			
Grants and contributions	543.5	438.6	37.4	8.5	476.0	4.4	480.4
Total	**543.5**	**438.6**	**37.4**	**8.5**	**476.0**	**4.4**	**480.4**

A.29.26 In accordance with the formula agreed upon by the Administrative Committee on Coordination, the share of the United Nations (including UNHCR and UNRWA) in the total cost of the secretariat of the High-level Committee on Management of ACC is estimated at $476,000, representing 37.5 per cent of its budget. The growth of $37,400 reflects the combined effect of a slight increase in the full budget and an increase in the percentage share of the United Nations.

2. Total requirements for the High-level Committee on Management (full budget)

Table A.29.10 **Requirements by object of expenditure**

(Thousands of United States dollars)

Regular budget

Object of expenditure	*1998-1999 expenditure*	*2000-2001 appropri-ation*	*Resource growth*		*Total before recosting*	*Recosting*	*2002-2003 estimate*
			Amount	*Percentage*			
Posts	1 293.0	1 014.8	-	-	1 014.8	12.3	1 027.1
Consultants and experts	11.2	17.8	3.1	17.4	20.9	0.2	21.1
Travel of staff	117.1	129.3	(8.5)	(6.5)	120.8	6.6	127.4
Contractual services	51.4	67.6	4.6	6.8	72.2	0.7	72.9
General operating expenses	35.4	27.3	(1.9)	(6.9)	25.4	0.3	25.7
Supplies and materials	3.0	6.7	-	-	6.7	0.1	6.8
Furniture and equipment	-	5.9	3.2	54.2	9.1	-	9.1
Total	**1 511.1**	**1 269.4**	**0.5**	**-**	**1 269.9**	**20.2**	**1 290.1**

Table A.29.11 **Post requirements**

Category	*Established regular budget posts*		*Temporary posts*				*Total*	
			Regular budget		*Extrabudgetary*			
	2000-2001	*2002-2003*	*2000-2001*	*2002-2003*	*2000-2001*	*2002-2003*	*2000-2001*	*2002-2003*
Professional and above								
D-1	2	2	-	-	-	-	2	2
P-5	1	1	-	-	-	-	1	1
Subtotal	**3**	**3**	**--**	**--**	**--**	**-**	**3**	**3**
General Service								
Other level	2	2	-	-	-	-	2	2
Total	**5**	**5**	**--**	**--**	**--**	**--**	**5**	**5**

Resource requirements (before recosting)

Posts

A.29.27 The requirements of $1,014,800 provide for three posts in the Professional category and above (2 D-1 and 1 P-5) and two posts in the General Service category. The D-1 posts are for the Secretary of the High-level Committee on Management, who is also primarily responsible for human resources issues within the purview of the Committee, and for the Inter-Agency Policy Adviser on Finance and Budget. In organizing the implementation of Committee decisions, the Secretary is supported by the Senior Administrative Officer at the P-5 level and by two General Service (Other level) staff.

Consultants and experts

A.29.28 The provision of $20,900, reflecting an increase of $3,100, covers studies relating to the development of capabilities for the analysis of personnel data and individual entitlements. The increase relates mainly to the additional provision to cover the costs related to the work on converting the existing mainframe database to a more user-friendly and cost-effective system.

Travel of staff

A.29.29 The requirements of $120,800, reflecting a decrease of $8,500, provide for the following: (a) travel of staff to meetings of the High-level Committee on Management held at locations outside Geneva and meetings of task forces and working parties set up by the Committee; (b) travel to attend sessions of the International Civil Service Commission and meetings of human resources, budget and finance directors; and (c) travel to attend sessions of the Fifth Committee and to meet with the Technical Group of the Panel of External Auditors, as required.

Contractual services

A.29.30 The requirements of $72,200, including an increase of $4,600, provide for data-processing services, including the cost of computer time, data storage and direct access required for the development, processing and maintenance of the United Nations system's personnel database and for the updating, maintenance and further development of the Internet web site, as well as the use of electronic mail facilities.

General operating expenses

A.29.31 The provision of $25,400, reflecting a decrease of $1,900, covers costs related to communications, maintenance of office automation equipment and miscellaneous services provided to the Committee secretariat.

Supplies and materials

A.29.32 The requirements of $6,700, at the maintenance level, provide for supplies and materials for data-processing, text-processing and facsimile equipment and for the acquisition of specialized reference publications.

Furniture and equipment

A.29.33 The provision of $9,100, reflecting an increase of $3,200, relates to the cost of replacing office automation equipment and acquiring software licences.

D. High-level Committee on Programmes of the Administrative Committee on Coordination

1. United Nations share

Table A.29.12 **Requirements by object of expenditure**

(Thousands of United States dollars)

Regular budget

Object of expenditure	*1998-1999 expenditure*	*2000-2001 appropriation*	*Resource growth*		*Total before recosting*	*Recosting*	*2002-2003 estimate*
			Amount	*Percentage*			
Grants and contributions	604.4	245.9	(15.6)	(6.3)	230.3	2.1	232.4
Total	**604.4**	**245.9**	**(15.6)**	**(6.3)**	**230.3**	**2.1**	**232.4**

A.29.34 In accordance with the formula agreed upon by the Administrative Committee on Coordination, the share of the United Nations (including UNHCR and UNRWA) in the budget of the High-level Committee on Programmes is estimated at $230,300, representing 32.2 per cent of its full budget. The reduction of $15,600 reflects the combined effect of a decrease in the full budget of the Committee and in the percentage share of the United Nations.

2. Total requirements for the High-level Committee on Programmes (full budget)

Table A.29.13 **Requirements by object of expenditure**

(Thousands of United States dollars)

Regular budget

Object of expenditure	*1998-1999 expenditure*	*2000-2001 appropriation*	*Resource growth*		*Total before recosting*	*Recosting*	*2002-2003 estimate*
			Amount	*Percentage*			
Posts	730.3	605.1	-	-	605.1	0.2	605.3
Other staff costs	-	2.6	(0.7)	(26.9)	1.9	-	1.9
Consultants and experts	22.6	24.9	(6.3)	(25.3)	18.6	0.2	18.8
Travel of staff	53.4	63.7	(5.2)	(8.1)	58.5	3.2	61.7
Contractual services	1.0	0.6	0.3	50.0	0.9	-	0.9
General operating expenses	14.7	18.4	4.2	22.8	22.6	0.2	22.8
Supplies and materials	4.0	4.5	(0.7)	(15.5)	3.8	0.1	3.9
Furniture and equipment	8.5	2.1	2.3	109.5	4.4	0.1	4.5
Total	**834.5**	**721.9**	**(6.1)**	**(0.8)**	**715.8**	**4.0**	**719.8**

Table A.29.14 **Post requirements**

Category	*Established regular budget posts*		*Temporary posts*				*Total*	
			Regular budget		*Extrabudgetary*			
	2000-2001	*2002-2003*	*2000-2001*	*2002-2003*	*2000-2001*	*2002-2003*	*2000-2001*	*2002-2003*
Professional and above								
D-1	-	-	1	1	-	-	1	1
P-4/3	-	-	1	1	-	-	1	1
Subtotal	-	-	2	2	-	-	2	2
General Service								
Other level	-	-	1	1	-	-	1	1
Total	-	-	3	3	-	-	3	3

Resource requirements (before recosting)

Posts

A.29.35 The requirements of $605,100 provide for salary and related costs for two temporary posts in the Professional category and above (1 D-1 and 1 P-4) and one General Service post. The D-1 post is for the Secretary of the High-level Committee on Programmes. The incumbent of the P-4 post and the support staff assist the Secretary in organizing the work and implementing the decisions of the Committee.

Other staff costs

A.29.36 The provision of $1,900, reflecting a reduction of $700, covers the cost of general temporary assistance to meet peak workload requirements in servicing meetings of working groups and task forces held away from the Palais des Nations.

Consultants and experts

A.29.37 The requirements of $18,600, reflecting a decrease of $6,300, provide for consultancy services to undertake in-depth analysis of a wide range of technical issues for which the internal expertise is insufficient.

Travel of staff

A.29.38 The requirements of $58,500, reflecting a decrease of $5,200, relate to travel of the secretariat staff for (a) servicing Committee meetings held away from Geneva; (b) attending sessions of the General Assembly and Economic and Social Council, as required; and (c) participating, as resource persons in relevant training and learning programmes, such as those organized by the United Nations Staff College, UNDP and other United Nations system entities.

Contractual services

A.29.39 The provision of $900, including an increase of $300, is for the updating of software.

General operating expenses

A.29.40 The provision of $22,600, reflecting an increase of $4,200, relates to the rental and maintenance of a photocopying machine, communications and maintenance of office automation equipment. The growth is due primarily to the increased use of videoconferencing to replace travel.

Supplies and materials

A.29.41 The requirements of $3,800, reflecting a decrease of $700, provide for the purchase of office supplies and materials.

Furniture and equipment

A.29.42 The provision $4,400, including growth of $2,300, is for the acquisition and replacement of office automation equipment.

E. Information and communication technology policy coordination activities of the Administrative Committee on Coordination

1. United Nations share

Table A.29.15 **Requirements by object of expenditure**

(Thousands of United States dollars)

Regular budget

Object of expenditure	*1998-1999 expenditure*	*2000-2001 appropriation*	*Resource growth*		*Total before recosting*	*Recosting*	*2002-2003 estimate*
			Amount	*Percentage*			
Grants and contributions	427.7	484.0	(6.2)	(1.2)	477.8	4.7	482.5
Total	**427.7**	**484.0**	**(6.2)**	**(1.2)**	**477.8**	**4.7**	**482.5**

A.29.43 In accordance with the formula agreed upon by the Administrative Committee on Coordination, the share of the United Nations (including UNHCR and UNRWA) in the total cost of the information and communication technology policy coordination activities of ACC is estimated at $477,800,

representing 37.4 per cent of the total costs. The decrease of $6,200 reflects the net effect of a slight increase in the full cost of the activities and a decrease in the percentage share of the United Nations.

2. Total requirements for the information and communication technology policy coordination activities (full budget)

Table A.29.16 **Requirements by object of expenditure**

(Thousands of United States dollars)

Regular budget

Object of expenditure	*1998-1999 expenditure*	*2000-2001 appropriation*	*Resource growth*		*Total before recosting*	*Recosting*	*2002-2003 estimate*
			Amount	*Percentage*			
Posts	390.6	500.2	–	–	500.2	(106.9)	393.3
Other staff costs	319.9	44.6	(36.7)	(82.2)	7.9	–	7.9
Consultants and experts	161.3	507.0	(100.7)	(19.8)	406.3	3.5	409.8
Travel of staff	53.0	39.1	3.8	9.7	42.9	2.3	45.2
Contractual services	238.7	38.4	210.6	548.4	249.0	2.1	251.1
General operating expenses	37.7	72.7	(35.0)	(48.1)	37.7	0.2	37.9
Supplies and materials	2.6	9.6	(7.1)	(73.9)	2.5	(0.1)	2.4
Furniture and equipment	53.1	62.8	(32.0)	(50.9)	30.8	0.4	31.2
Total	**1 256.9**	**1 274.4**	**2.9**	**0.2**	**1 277.3**	**(98.5)**	**1 178.8**

Table A.29.17 **Post requirements**

Category	*Established regular budget posts*		*Temporary posts*				*Total*	
			Regular budget		*Extrabudgetary*			
	2000-2001	*2002-2003*	*2000-2001*	*2002-2003*	*2000-2001*	*2002-2003*	*2000-2001*	*2002-2003*
Professional and above								
D-1	1	1	–	–	–	–	1	1
Subtotal	**1**	**1**	**–**	**–**	**–**	**–**	**1**	**1**
General Service								
Other level	1	1	–	–	–	–	1	1
Total	**2**	**2**	**–**	**–**	**–**	**–**	**2**	**2**

Resource requirements (before recosting)

Posts

A.29.44 The requirements of $500,200 provide for the post of the Inter-Agency Adviser on Information and Communication Technologies and a supporting post in the General Service category. The incumbent of the General Service post also serves as a network information assistant.

Other staff costs

A.29.45 The provision of $7,900, reflecting a decrease of $36,700, covers the cost of general temporary assistance needed for peak workload periods during sessions of task forces and working groups.

Consultants and experts

A.29.46 The requirements of $406,300, reflecting a decrease of $100,700, provide for consultancy services to assist the task forces and working groups in the following areas: (a) simplifying access to information through the development of a United Nations system portal; (b) recommendations for the implementation of international standards for electronic information; (c) harmonization of software purchase and use; (d) recommendations on best practices for recruiting and retaining information and communication technology staff; and (e) implementation of field telecommunications standards for the safety and security of staff. The decrease of $100,700 reflects the reorganization of resources related to services provided by the International Computing Centre, which were previously included under this heading and are now reported under contractual services.

Travel of staff

A.29.47 The provision of $42,900, including an increase of $3,800, covers costs related to the travel of the Inter-Agency Adviser on Information and Communication Technologies: (a) to participate in senior-level information and communication technology meetings; (b) to support and participate in the information and communication technology task force meetings; (c) to attend other inter-agency meetings concerned with issues of information and communication technologies; and (d) to attend seminars on information and communication technology issues. The increase of $3,800 is due to a need to respond to the mandate for increased development of coherent information systems and best practices in information and communication technologies among organizations of the common system.

Contractual services

A.29.48 The requirements of $249,000, reflecting an increase of $210,600, relate to reimbursement of the International Computing Centre for the following services: (a) web hosting of knowledge-sharing services and United Nations system-wide information systems and piloting of Internet technologies; and (b) usage of the ICC mainframe by the Administrative Committee on Coordination secretariat as a whole. The growth of $210,600 is due primarily to the consolidation, under this heading, of the resources related to reimbursement of the ICC costs, which were previously budgeted under other objects of expenditure.

General operating expenses

A.29.49 The requirements of $37,700, reflecting a reduction of $35,000, provide for communication costs, including those related to the videoconferencing for task force meetings, and equipment maintenance costs. The decrease of $35,000 reflects the reorganization of resources relating to reimbursement of ICC for services that are now consolidated under contractual services.

Supplies and materials

A.29.50 The provision of $2,500, reflecting a decrease of $7,100, covers the cost of stationery and other office supplies, including photocopying and computer supplies.

Furniture and equipment

A.29.51 The requirements of $30,800, including a decrease of $32,000, provide for the purchase of a network server computer and the replacement of office automation equipment. The network server computer is for the local area network at Geneva to provide common services to a Geneva office of the ACC secretariat.

Annex II

Comments of the Administrative Committee on Coordination on the budget proposals of the Joint Inspection Unit

Member organizations of the Administrative Committee on Coordination have reviewed the budget proposals made by the Joint Inspection Unit and are pleased to note that they remain at the same overall dollar level as for the current biennium. Suggestions for minor adjustments, while remaining within the overall dollar limit of the budget proposals, have been discussed with the JIU secretariat and have been incorporated in the budget estimates to be submitted by the Secretary-General.

It is noted that, in the current proposals, the cost of the proposed creation of two new General Service (Other level) posts has been offset by cost reductions in other areas of the budget. However, in line with United Nations budgetary practice, these new posts are to be costed on the basis of 50 per cent utilization in the biennium. ACC member organizations accordingly endorse these changes on the understanding that, in subsequent bienniums, when the full cost of the new posts would be incorporated into the budget proposals, there be a corresponding offset by reductions in other areas.